

SENDCO – Person specification

Criteria	Description
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) • National Award for SEN Co-ordination, or a willingness to complete it within 3 years of appointment • Evidence of recent and relevant continued professional development relative to this post
Experience	<ul style="list-style-type: none"> • A strong understanding of SEND policies, practices, and legislation. • Proven experience of teaching pupils with a range of SEND. • Teaching experience of a minimum of 5 years. • Experience of working in diverse communities • Involvement in self-evaluation and development planning • Experience of conducting training/leading INSET.
Knowledge, skills and abilities	<ul style="list-style-type: none"> • Sound knowledge of the SEND Code of Practice • Understanding of what makes 'quality first' teaching, and of effective intervention strategies • Ability to plan and evaluate interventions • Data analysis skills and the ability to use data to inform provision planning • Excellent communication and interpersonal skills. • Strong organizational skills with the ability to prioritize and manage workloads. • A proactive, positive, and collaborative approach to working with colleagues, families, and external partners. • Ability to build effective working relationships • Ability to influence and negotiate • Good record-keeping skills • Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school • Commitment to equal opportunities and securing good outcomes for pupils with SEN or a disability • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality

